



Part A

Chapter 3

Addresses and their Role in Census 2000

- **How Addresses are Used in the Census**
- **Census Address List**
- **Development of the Census Address List**
- **Delivery Types**
- **Address Types**
- **Census Address List Sources**

Chapter 3

Summary

- **How Addresses are Used in the Census**
The Census Bureau uses a nationwide list of addresses to support its many operations, such as: mailing census forms; field operations; data tabulation.
- **Census Address List**
The Census address list is a comprehensive file of all housing unit addresses nationwide, occupied or vacant. A Census address list record contains the mailing address and the ZIP Code of each housing unit and the geographic location of the housing unit. In non-house number and street name areas, the Census address list records may contain a map spot number.
- **Development of the Census Address List**
To create the Census address list, the Census Bureau matched the address list from the 1990 census, called the Address Control File (ACF), against the latest version of the Delivery Sequence File (DSF) from the United Postal Service. Addresses that appear in either the DSF or the ACF constitute the Census address list in its initial form, which is the version you will be reviewing in 1998.
- **Delivery Types**
Residential Addresses—The address of a housing unit that is a structure where one or more people live or could live. These addresses typically will be “city-style” addresses, but occasionally may include non-house number and street name addresses (usually more rural areas).
Nonresidential Addresses—The address of a structure or unit that does not serve as a residence, such as a business, school, or church.
- **Address Types**
House Number and Street Name Addresses—Housing units that contain a house number and street name, for example, “212 Elm Street.”
Non-House Number and Street Name Addresses—Addresses that do not include a house number and street name. Many of these addresses exist in more rural areas, but also may exist in urban areas. Two common types of non-house number and street name addresses are post office box addresses or rural route, box number addresses.
- **Census Address List Sources**
United States Postal Service
1990 census address list referred to as the ACF
Census Bureau field operations

How Addresses Are Used in the Census

The Census Bureau uses a nationwide list of addresses to support many of its operations, such as:

- Mailing census forms
- Field operations
- Data tabulation

In the past, the Census Bureau created a new nationwide address list for each decennial census. For Census 2000, the Census Bureau started with the nationwide Address Control File (ACF) from the 1990 census and created an initial Census address list. The Census Bureau also is using a variety of national, local, and tribal sources, including United States Postal Service (USPS) address files, to build the Census address list.

Another important difference between the address list for Census 2000 and the address list for earlier censuses is that the Census Bureau now can show local and tribal officials the address list. Although the Census Bureau could always accept addresses provided by local and tribal officials, Title 13, U.S.C. prevented the Census Bureau from telling the local and tribal officials how we used the addresses. Title 13, U.S.C. still protects all Census addresses in that the Census Bureau cannot divulge information about an individual person or household. The Census Address List Improvement Act of 1994, however, modified Title 13, U.S.C. so the Census Bureau can provide detailed address information to local and tribal, Address List Review officials, including their designated representative in state planning organizations, and regional agencies.

Census Address List

The Census address list is a comprehensive file of all housing unit addresses nationwide, whether they are occupied or vacant. Besides containing the mailing address and ZIP Code of each housing unit, a Census address list record includes geographic information telling us the location of the housing unit. In the areas where there are not house number/street name addresses, the Census address list records may contain additional information, such as a map spot number that is linked to a specific spatial location in the TIGER data base and a “location descriptions” such as GRAY HOUSE W/ORANGE SHUTTERS ON ELK RD 1/2 MILE W OF COUNTY HWY A. In addition to these items, the Census address list also contains permanent a record identification numbers that is unique for each address.

Development of the Census Address List

To create the Census address list, the Census Bureau matched the address list from the 1990 census (ACF) against the latest version of DSF from the USPS. Addresses that appear in either the DSF or the ACF constitute the Census address list in its initial form. The next step in the process is linking the address records in the Census address list to feature segments in the Census Bureau's TIGER® data base. The TIGER data base includes the geographic coordinates and names of all streets, water features, railroads, and other linear features, as well as the boundaries of all jurisdictions and statistical areas used to tabulate decennial census data. The TIGER data base also includes address ranges along streets that have house number and street name addresses, and the hierarchy of census geographic area codes, from the state level down to individual census blocks. By linking the Census address list to the TIGER data base, the Census Bureau is able to identify the street segment upon which an individual address exists, and thus determine the geographic codes that apply to that address. This process of assigning the address to this street segment is called geocoding.

In areas without house number and street name addresses, the Census Bureau will create the Census address list through a field operation called Address Listing. During Address Listing, Census Bureau employees called “address listers” will visit all the housing units in a designated area during the summer and fall of 1998 to obtain the mailing address, location description, and telephone number, if available. They also will record the geographic location for these residences, and note the location of the housing unit on a Census Bureau map.

There are two primary methods for collecting census data. In areas where house number and street name addresses are used for mail delivery, Census 2000 questionnaires are mailed to each address (housing unit) and the occupants are asked to fill out the questionnaire and mail it back to the Census Bureau. This is called the "Mail-out/Mail-back" methodology. In all other areas the questionnaires are hand-delivered by Census Bureau “enumerators,” and the occupants are asked to fill out the questionnaire and mail it back to the Census Bureau. This methodology is called "Update/Leave" and corresponds to those areas where the Address Listing Operation will be conducted to create the Census address list.

Delivery Types

Residential Addresses

This is the address of a housing unit, that is, a structure where one or more people live or could live. The Census address list is designed to include the addresses of all housing units in the United States, regardless of whether they use house number and street name for mail delivery or not. The types of

housing units include single-family homes, multi-unit dwellings such as apartment buildings, mobile homes and trailers, and housing units that are part of a building containing a business, such as apartments above or beside a store. Some structures contain both residential and nonresidential units, even though they have a single address. Therefore, it is very important that the occupant(s) living in a housing unit that also is a commercial establishment are identified for the Census address list.

Nonresidential Addresses

This is the address of a structure or unit within a structure that does not serve as a residence, such as commercial establishments, schools, and churches.

Address Types

House Number and Street Name Addresses

The majority of housing units in the United States include a house number and street name, for example, 212 Elm Street or 137 Clark Court, Apt. 316. The Census Bureau refers to these as house number and street addresses. Those addresses for housing units in multi-unit dwellings, such as apartment buildings should contain a unit designator, for example APT 101. (See Appendix G for a list of within-unit designators and their appropriate abbreviations). The Census Bureau and the USPS treat these designators as part of the housing unit address, and they are included in each affected Census address list record.

Not all house number and street name addresses are used for mail delivery. Some are used only so that local and tribal governments may provide emergency services, such as police, fire, and rescue service (these often are referred to as E-911 addresses). These addresses generally should **not** be within the area for which you are reviewing the Census address list in 1998.

Non-house Number and Street Name Addresses

The Census Bureau classifies addresses that do not include a house number and street name as non-house number and street name, or map-spotted addresses. The majority of the non-house number and street name addresses are located in the more rural areas of the United States, however, they may exist in urban areas. The most common type of non-house number and street name address is the post office (PO) box. PO boxes are found in both rural and urban areas. People may choose to receive their mail at a PO box even though there is USPS

mail delivery to their residence. Where the Census Bureau can identify these situations, the Census address list will not include the PO box mailing address; however, the Census address list will include the PO box address where this is the sole mailing address for a residence.

Other frequently used non-house number and street name mailing addresses are:

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- General delivery
 - Rural route and box number
 - Highway contract route

Non-house number and street name addresses often do not follow any numeric sequence, and they are not associated with the name of the street or the highway on which they are located.

Most non-house number and street name addresses pose problems for the Census Bureau because PO boxes and general delivery types are less permanent than other types of addresses. PO boxes and general delivery addresses are associated with the residents rather than the housing unit itself. Individuals who use these addresses often retain them as addresses even when they change residences. The Census Bureau, however, uses different methods to compile non-house number and street name mailing addresses for inclusion into the Census address list, such as location descriptions and geographic coordinates.

Census Address List Sources

- United States Postal Service—An important source of house number and street name addresses for the Census address list is the USPS DSF. The DSF includes all mail delivery points recognized by the USPS, which updates the DSF regularly and periodically provides the updated versions to the Census Bureau, as required by P.L. 103-430.
- 1990 census address list—The Census Bureau created an address list for the 1990 census. This list is referred to as the ACF. The ACF is another source of house number and street name addresses for the Census address list, and is being used in conjunction with the DSF to create the initial Census address list.
- Census Bureau field operations—Although the DSF and ACF both have nationwide coverage and include non-house number and street name addresses, the lack of discernible location information for of these

addresses is such that other sources for these addresses are needed. The Census Bureau conducts a number of field operations where Census Bureau field staff actually walk around each census block and list addresses.